



CITY OF HOUSTON

Job Posting

1	CD	Applications accepted from:	ALL PERSONS INTERESTED
2		Job Classification	SENIOR INSPECTOR
3		Posting Number	PN# 112562
4		Department	Department of Public Works & Engineering
5		Division	Engineering and Construction Division
6		Section	Construction Branch
7		Reporting Location	611 Walker*
8		Workdays & Hours	M – F, 8 a.m. - 5 p.m.*
			*Subject to change
9	<b>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</b> Provides general supervision of personnel and coordination in enforcing the understanding and technical application of codes and ordinances and technical specifications for structural, electrical, plumbing and mechanical facilities, structures and systems. Provides code interpretation to enhance technical quality. Supervises work activities of staff personnel. Schedules, prepares and reviews work assignments. Investigates inquiries concerning specification interpretations and technical problems from contractors, technical professionals and the general public. Prepares and reviews reports, forms, and records. Conducts various inspections.		
10	<b>WORKING CONDITIONS</b> Requires ability to communicate effectively, both orally and in writing, and to deal tactfully with clients, contractors, and the public. Will be required to work outdoors year round in all kinds of weather conditions. Routinely requires lifting of moderately heavy items, (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.		
11	<b>MINIMUM EDUCATIONAL REQUIREMENTS</b> Requires an Associate's Degree in a technical specialty program of over 18 months and up to three years in duration.		
12	<b>MINIMUM EXPERIENCE REQUIREMENTS</b> Requires four (4) years of experience in construction and/or inspection. Related experience may be substituted for the education requirement on a year for year basis.		
13	<b>MINIMUM LICENSE REQUIREMENTS</b> Valid Texas Driver's License and complies with the requirements of the City of Houston's policy on driving. (AP2-2)		
14	<b>PREFERENCES</b> Preference will be given to candidates with the following: Considerable knowledge of the section or sections of the technical specifications related to the specific area of inspection to be performed is preferred. Considerable knowledge of construction materials, procedures, quality control, and the ability to interpret construction plans.		
15	<b>SELECTION/SKILLS TESTS REQUIRED</b> None		
16	<b>SAFETY IMPACT POSITION</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.		
17	<b>SALARY INFORMATION</b> Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is: <div>Salary Range – Pay Grade 22 \$1,680 - \$1,930 Biweekly                      \$43,680 - \$50,200 Annually</div>		
18	<b>OPENING DATE</b> August 16, 2006		
19	<b>CLOSING DATE</b> Open Until Filled		
20	<b>APPLICATION PROCEDURES</b> Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1 <sup>st</sup> floor. <b>Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 837-0951. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b>  An equal opportunity employer		